<Name of the sender>

<Position, Organization / Foundation>

<Address>

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

<Name of the recipient>

<Position, Organization>

<Address>

Dear Sir/Madam,

 Warm Greetings!

 [NAME OF THE ORGANIZATION] is a [BRIEF DESCRIPTION OF THE ORGANIZATION]. Part of our mission to promote youth welfare is to help them achieve a healthy lifestyle and diet. We believe that nutrition plays a crucial role in the well-being of our country’s future.

 With this, [NAME OF THE ORGANIZATION] will be holding a feeding program for [INSERT BENEFICIARIES HERE] on [INSERT DATE] in [INSERT VENUE]. We are aiming to accommodate more than 250 children in [INSERT COMMUNITY NAME HERE]. To do this, we need to raise at least [INSERT AMOUNT HERE].

 We are knocking on your compassionate heart to help us in our feeding program. Any amount will be highly appreciated. If you are willing to help, please send your money through [INSERT HOW THE RECIPIENT CAN DONATE].

 If you have any queries about our feeding program, please contact us at [INSERT PHONE NUMBER] or reach out to us via [INSERT EMAIL HERE].

 Together, let us help the youth of [INSERT COMMUNITY HERE] to gain access to proper nutrition and a healthy diet.

 Thank you!

Best regards,

[Signature over sender’s name]